

LEGAL NOTICE

**CITY OF CHELSEA
DEPARTMENT OF PLANNING AND DEVELOPMENT
REQUEST FOR PROPOSALS
Administration and Implementation Services for the
Chelsea CDBG Housing Rehabilitation Program**

The City of Chelsea, Massachusetts, through its Chief Procurement Officer, is seeking proposals from qualified community-based organizations (hereinafter referred to as "Consultant") to assist the Chelsea Department of Planning and Development on a consulting basis to administer and implement the City's new CDBG Housing Rehabilitation Program. Funding for the Housing Rehabilitation Program will be provided by the City's Massachusetts Department of Housing and Community Development's (DHCD) Fiscal Year 2014 Community Development Block Grant (CDBG) and will be subject to the continued availability of these funds. The selected Consultant is required to comply with CDBG guidelines and all applicable state and federal regulations and requirements.

Request for Proposals documents are available on or after October 13, 2014 by contacting Dylan Cook, Chief Procurement Officer at dcook@chelseama.gov.

Proposals must be sealed and clearly marked "**Administration and Implementation Services for the Chelsea CDBG Housing Rehabilitation Program**" and submitted to the Office of the Chief Procurement Officer no later than 2:00 PM on November 4, 2014.

The City of Chelsea reserves the right to accept any proposal, to reject any or all proposals and to waive minor irregularities and/or formalities as it deems to be in the best interest of the City.

Submissions are encouraged from Section 3, small, women-or minority-owned and/or disadvantaged persons or firms. The City of Chelsea is an AA/Equal Opportunity Employer.

This Request for Proposals is in accordance with M.G.L. Chapter 30B.

Dylan Cook
Chief Procurement Officer